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Request for City Council Committee Action

Date: August 18, 2003

To: Ways & Means Committee

Prepared or Submitted by: Amy Hirsch/Timothy Giles

Phone: 673-3344

Approved by: Pam French / yds

Pam French
Director, Human Resources

John Moir

John Moir
City Coordinator

Subject: Request for approval to reclassify the appointed position of Director of Transportation, Public Works to Deputy Director, Transportation Coordination; Effective January 1, 2004, to reclassify the appointed position of Deputy Director, Public Works to Director of Transportation

Presenters in Committee: Timothy Giles/Klara Fabry

Recommendations:

- 1) Reclassify the position Director of Transportation, Public Works from Grade 15 (685 points) to Deputy Director Transportation Coordination Grade 17 (793 points) of the Appointive Service, with an annual salary range of \$106,050 - \$117,213 effective July 10, 2003. As a result of the Governor's Cap, this position will have a maximum annual salary of \$114,288, although our salary schedule dictates a higher maximum.
- 2) Adopt the salary ordinance for Deputy Director Transportation Coordination, effective July 10, 2003. The salary ordinance is attached for your approval.
- 3) Effective January 1, 2004, reclassify the position Deputy Director, Public Works to the position Director of Transportation with the 2002 classification description and appropriate salary.

Financial Impact (Check those that apply)

☐ No financial impact (If checked, go directly to Background/Supporting Information)

☐ Action requires an appropriation increase to the Capital Budget

☐ Action requires an appropriation increase to the Operating Budget

☐ Action provides increased revenue for appropriation increase

☐ Action requires use of contingency or reserves

☒ Other financial impact (Explain):

☐ Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information

The position under study, Director of Transportation, Public Works, is currently an appointed position and was last studied in 2002. It is classified at a Grade 15, valued at 685 points, and it has a salary range of \$94,495 to \$104,442.

The Public Works Department is undergoing reorganization and there are proposed changes to the duties and responsibilities of the position. As a result, a study was requested to ensure proper classification.

Under the general direction of the City Engineer (Director, Public Works), the proposed position of Deputy Director, Transportation Coordination will be responsible for a variety of oversight and leadership functions for all transportation-related activities. The position will be a key component for successfully implementing the City Engineer's vision for addressing transportation concerns in the City of Minneapolis and for the vision of a new organizational structure in the Public Works Department.

Transportation is an all-encompassing term that includes planning, programming, project development, traffic and parking management, construction, maintenance and operations. Transportation not only addresses vehicular movement, but pedestrian and other alternative forms of mobility. Transportation is also vital to the City's economic and community development efforts.

The position of Deputy Director, Transportation Coordination, will oversee and coordinate all transportation-related activities with the assistance of two divisions in the Public Works Department: Construction and Maintenance, and Traffic and Parking Services. Additionally, the position will initiate and implement innovative ways of managing the transportation needs of the City. The Deputy Director, Transportation Coordination will also be responsible for improving traffic and parking management, as well as construction and maintenance, planning, programming, and project development. Examples of major projects this position will manage and coordinate include LRT, parking and skyway projects, and other large complex projects.

This position will also manage the City's Transportation Fund, including revenue enhancements and appropriations. Transportation-related emergencies in the City will also be the responsibility of the Deputy Director, Transportation Coordination.

Additionally, due to the reorganization, there is the need to provide appropriate support to the Deputy Director of Transportation, Public Works. The current position, Deputy Director, Public Works is filled through December 31, 2003. The Public Works department is requesting the position be reclassified to the position Director of Transportation, effective January 1, 2004. The position will revert to the position previously studied in 2002, a Grade 15, valued at 685 points with the previous salary schedule.

cc: Klara Fabry, Public Works
Pam Nelms, Human Resources
Timothy Giles, Employee Services
Linda Webster, HRIS
Betty Stanifer, Classifications
Amy Hirsch, Compensation
File

REFERRED TO (NAME OF) COMMITTEE

PUBLIC HEARING

2ND READING AND FINAL PASSAGE

AN ORDINANCE of the CITY OF MINNEAPOLIS

By _____

Amending Title 2, Chapter 20 of the Minneapolis Code of Ordinances relating to
Administration: Personnel.

The City Council of the City of Minneapolis do ordain as follows:

Section 1: That the following classification in Section 20.10.01 of the above-entitled ordinance be amended to make the following changes: (Annual Rates)

Appointed Officials (CAP)

Effective: July 10, 2003

FLSA OTC CLASSIFICATION		P	Step A Start rate	Step B After 1 "A" year	Step C After 2 "B"	Step D After 3 "C"
E	1 Deputy Directory Transportation Coordination	A	\$106,050	\$111,632	\$114,981	\$117,213

Certified as an official action of the City Council:

RECORD OF COUNCIL VOTE (X INDICATES VOTE)													
COUNCIL MEMBER	AYE	NAY	NOT VOTING	ABSENT	VOTE TO OVERRIDE	VOTE TO SUSTAIN	COUNCIL MEMBER	AYE	NAY	NOT VOTING	ABSENT	VOTE TO OVERRIDE	VOTE TO SUSTAIN
President							Goodman						
Ostrow							Lilligren						
Zerby							Schiff						
Samuels							Niziolek						
Johnson							Benson						
Johnson Lee							Colvin Roy						
Zimmermann							Lane						

PASSED _____
DATE

☐ APPROVED ☐ NOT APPROVED ☐ VETOED

ATTEST _____
CITY CLERK

MAYOR DATE